



أَحْسَنُ الْقَوَاعِدُ

Ahsanul Qawaid



Ahsanul Qawaid



The Book (Ahsanul Qawaid) is a brief guide for the children and for every unfamiliar beginners who wants to learn Qur'an easily and Quickly.

Different Colours have been used in this book to highlight Harakat, Madd, Ikhfa, Gunnah etc. which helps recital to recognize the words easily.

Some Important Kalima's, Tasbeehat-e-Salat have been provided along with procedure of Making Wudhu and performing Salat with illustrated pictures have also been added in this book.

All the kalima's and tasbeehat have been provided with English translation and it's transliteration along with Arabic text which is very useful for those who are unable to recite Arabic text exactly.

If anyone read, understand and practice according to the exercise given in this book then Insha Allah it will help reciting the Holy Qur'an easily.

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بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

رَبِّ يَتِيمِي وَلَا تَحْسَبِي

حَامِدًا أَوْ مُصَلِّيًا وَمُسَلِّمًا

Jeem ج	Tha ث	Taa ت	Baa ب	Alif ا
Raa ر	Thaal ذ	Daal د	<u>Kha</u> خ	Ha ح
Dhaad ض	Saad ص	Sheen ش	Seen س	Zaa ز
Faa ف	<u>Ghayn</u> غ	Ayn ع	Za ظ	Ta ط
Noon ن	Meem م	Laam ل	Kaaf ك	Qaaf ق
Yaa ي	Yaa ي	Hamza ء	Haa ه	Waaw و

ا	ب	ت	ث	ج
ح	خ	د	ذ	ر
ز	س	ش	ص	ض
ط	ظ	ع	غ	ف
ق	ك	ل	م	ن
و	ه	ء	ي	پ

ح	ت	ث	ب	ج
ط	ذ	ز	س	ص
ق	ض	خ	ظ	غ
ع	ه	ش	پ	ل
م	ن	و	ف	ي
ء	ك	د	ا	ر

سبق ۲ Lesson 2

ب	ت	ث	ج	ح	خ
د	ذ	ز	س	ش	ص
ض	ع	غ	ف	ق	ك
ر	م	ن	هـ	هـ	و

مشق Exercise

غ	ر	ء	ب	ص	خ	ث	ح
ذ	ل	ق	ج	ع	ت	ض	ي
ج	ي	ر	ع	ث	ك	ص	خ
ش	ذ	ر	ف	ز	ح	ق	ش

Note: In lesson 2 Explain in detail the shapes & forms of the letters.

مشق Exercise

ا	د	ر	ء	ط	ح	و	س	هـ
ع	ص	ك	ن	ب	ظ	ج	ف	ذ
ع	ت	ض	ز	خ	ق	ش	ي	ث
ت	ز	ك	ء	ب	س	ث	ص	ج
ظ	د	خ	ض	ل	ذ	ط	ش	ف
هـ	ع	ي	م	ح	ق	ر	ع	و
ث	ع	م	ر	ج	ل	ق	ض	ح
ت	هـ	ص	ي	ف	ك	ذ	ب	خ
س	د	ز	ظ	ش	ع	ن		
ء	ض	ت	ز	ف	ح	ب	ع	ص
ظ	ج	ذ	خ	ع	ي	ق	ث	ش

JOINING UP LETTERS
4

END	MIDDLE	BEGINNING
ا	ا	ا
ب	ب	ب
ت	ت	ت
ث	ث	ث
ج	ج	ج
ح	ح	ح
خ	خ	خ
د	د	د

بس	تر	تم	جل	حج	خط	سد	شر
عذ	صب	ضد	غم	فد	قل	كن	لم
ذك	هل	رذ	ير	ثج	نت	ثب	نظ

سبق 3 Lesson 3

ا	ب	ت	ع	غ	ف
ر	ب	ت	ع	غ	ف
ق	ك	ل	م	ه	ي
ظ	ك	لا	م	ه	ي

مشق Exercise

ز	ر	ث	ة	ع	ة	ف	ه	غ	ق
ي	ت	لا	كل	مة	به	ص	ع	ثع	بغ
نع	بق	نخ	يد	كا	تي	ثي	بي	لي	ني

Note: In lesson 3 Explain in detail the shapes & forms of the letters.

END	MIDDLE	BEGINNING
غ	غ	غ
ف	ف	ف
ق	ق	ق
ك	ك	ك
ل	ل	ل
م	م	م
ن	ن	ن
و	و	و
ه	ه	ه
ي	ي	ي

END	MIDDLE	BEGINNING
ذ	ذ	ذ
ر	ر	ر
ز	ز	ز
س	س	س
ش	ش	ش
ص	ص	ص
ض	ض	ض
ط	ط	ط
ظ	ظ	ظ
ع	ع	ع

ا	ب	ت	ث	ج	ح	خ	د
ذ	ر	ز	س	ش	ص	ض	ط
ظ	ع	غ	ف	ق	ك	ل	م
ن	و	ه	ء	ي			

مشق Exercise

جَعَلَ	خَلِقَ	ذَكَرَ	سَاءَلَ
ظَلِمَ	مُنِعَ	لَعَنَ	هُدِيَ
وَجَدَ	سَقَطَ	عَفِيَ	حَشَرَ
حَبِكَ	صَحَفَ	أَذِنَ	رُبِعَ
أَعْطَى	تَزَدَرَ	يَرِثُ	يَعْدُ

هُوَ لَكَ هِيَ بِكَ تَرَامَ مَعَ

خَلَقَ وَقَبَ حَسَدًا كَسَبَ قَدَرَ

وَهَبَ مَدَقَ شَرَحَ فَرَضَ وَوَدَّ

قُدْرَ هُدِيَ نَفَخَ خَلِقَ غَفَرَ

ضَرَبَ وَعَدَ كَتَبَ يَضَعُ قَضَى

رَضِيَ سَمِعَ نَسِيَ بَخِلَ عَشِيَ

لَبِثَ وَوَيَّ لَقِيَ يَدِي تَبِعَ

لَهُوَ أَخْرَجَ عَقَدَ أَفِقَ رُسُلُ

وَجَدَكَ عَدَلَكَ خَلَقَكَ بِيَدِكَ

سبق ٨ Lesson 8

ا	ب	ت	ث	ج	ح	خ	د
ذ	ر	ز	س	ش	ص	ض	ط
ظ	ع	غ	ف	ق	ك	ل	م
ن	و	هـ	ء	ي			

مشق Exercise

عَمَدٍ	طَبَقٍ	كَبَدٍ	عَلِقِ	مَسَدٍ
لَهَبٍ	سَنَةِ	نَهْرٍ	شَجَرٍ	غَضَبٍ
سَحَرٍ	كَذِبٍ	فُرُشٍ	خَبَرٍ	بِدَمٍ
حَرَجٍ	أَكْلِ	سَفَرَةٍ	بَرَّةٍ	رَقَبَةٍ
شَمْرَةٍ	هَمْرَةٍ	لَمْرَةٍ		

سبق ٧ Lesson 7

	و	و	و	و	و	و	و
ا	بَا	بَا	بَا	بَا	بَا	بَا	بَا
ذَا	رَا	رَا	رَا	رَا	رَا	رَا	رَا
ظَا	عَا	عَا	عَا	عَا	عَا	عَا	عَا
نَا	وَا	وَا	وَا	وَا	وَا	وَا	وَا

مشق Exercise

أَبَدًا	رَعْدًا	طَبَقًا	جَنَفًا	مَلِكًا
مَثَلًا	عِنَبًا	قَصَصًا	لَعِبًا	ثَمَنًا
أَسْفًا	قَدْرًا	لَبَنًا	كَذِبًا	شَطَطًا
كُفْوًا	لُبَدًا	سُرْرًا	هُزْوًا	رُسُلًا
عَلْفَةً	بَقْرَةً	حَسَنَةً	نَخْرَةً	

مشق Exercise

ذَاتَ خَافَ كَانَ قَالَ رَانَ تَابَ

عَادُ نَارًا هَادٍ مَالِكٍ عَامٍ ثَوَابًا

أَفَاقٌ يَخَافُ أَصَابَ جُنَاحٌ كَوَاعِبُ

جَاعِلٌ خَالِدًا ثَبَاتٍ كَاتِبٌ غَاسِقِ

عَابِدٌ دَافِقٌ حَافِظٌ مُطَاعٌ صَوَابًا

فَوَاكِهَ رَوَاسِيٍ مَوَاجِرَ أَنَامِلَ

سبق 11 Lesson 11

أ ب ج د هـ ز ح ط

ذ س ش ض ظ ع ف ق و ل م

ذ س ش ض ظ ع ف ق و ل م

سبق 9 Lesson 9

أ ب ت ث ج ح خ د

ذ ر ز س ش ص ض ط

ظ ع غ ف ق ك ل م

ن و ه ء ي

مشق Exercise

سُرُّرُ أذُنُ كَتُبُ رُسُلُ رَجُلُ

جُدُدُ أَحَدُ قَسَمُ بَشْرُ سِنَةٌ

مَرَضٌ حَرَجٌ لَعِبٌ حَرَمٌ وَلدٌ

غَبْرَةٌ قَتْرَةٌ شَجْرَةٌ بَقْرَةٌ

سبق 10 Lesson 10

بَا تَا ثَا جَا حَا خَا دَا رَا زَا

سَا شَا صَا ضَا طَا عَا غَا فَا قَا

كَ لَا مَا نَا وَا هَا ئَا يَا

سبق ١٣ Lesson 13

	و	د			
أَوْ	بَوْ	تَوْ	ثَوْ	جَوْ	حَوْ
دَوْ	رَوْ	زَوْ	سَوْ	شَوْ	صَوْ
ظَوْ	عَوْ	غَوْ	فَوْ	قَوْ	كَوْ
	نَوْ	وَوْ	هَوْ	ءَوْ	يَوْ

مشق Exercise

أَوْهَنَ	تَوْبَةً	حَوْهَ	خَوْفٍ	رَوْحٍ
زَرْوَجًا	سَوْفَ	عَوْرًا	فَوْتَ	يَقَوْمٍ
كَوْشَرَ	لَوْمَةً	مَوْنَهَا	نَوْمٍ	هَوْنًا
يَوْمٍ	يَرُونَهَا	يَوْمَعِيذٍ	أَوْتَادًا	عَفُونًا
	سَوْطًا	قَوْلٌ	لَوْحٌ	صَوْمًا

مشق Exercise

أَلْ	أَدَمَ	أَمِنَ	ذَلِكَ	أَشْرَ	أَخْرَ
سَلَّمَ	حَلَلًا	مَابًا	كَتَبَ	مَهْدًا	إِلَهَ
أَيْتٍ	أَشْرٍ	خَلَّتِكَ	رِسَلَتِ	كَلِمَتِ	
قَنْتِ	حَفِظْتُ	سَمَوْتِ	كَشِفْتُ		

سبق ١٢ Lesson 12

اِ	هَ	يَ	اِ	هَ	يَ
وُ	ءُ	هَ	وُ	ءُ	هَ

مشق Exercise

أَلْفٍ	هَذِهِ	أَيْتِهِ	بِيَدِهِ	صَاحِبَتِهِ
يَرَهُ	وَرِيٍّ	كِتَابَهُ	غَاوَنَ	دَاوَدَ

سبق ۱۴ Lesson 14

اُو	بُو	تُو	ثُو	جُو	حُو	خُو	دُو
ذُو	رُو	زُو	سُو	شُو	صُو	ضُو	طُو
ظُو	عُو	غُو	فُو	قُو	كُو	لُو	مُو
	نُو	وُو	هُو	ءُو	يُو		

مشق Exercise

اَوْتِي	بُورِكَ	تُورُونَ	وَجُوهٌ	حُورٌ
دَوْلَةٌ	لَذُو	رُورًا	يَسُومُونَ	صُورٌ
وَطُورٌ	أَعُوذُ	تَفُورٌ	يَقُولُونَ	تَكُونُ
مَوْقُوفُونَ	نُوحٌ	صَابِئُونَ	سَاهُونَ	
يُوفُونَ	قُلُوبٌ	شُهُودٌ	قُعودٌ	شُبُورًا

سبق ۱۵ Lesson 15

اِي	بِي	تِي	ثِي	جِي	حِي	خِي	دِي
ذِي	رِي	زِي	سِي	شِي	صِي	ضِي	طِي
ظِي	عِي	غِي	فِي	قِي	كِي	لِي	مِي
	نِي	وِي	هِي	يِي			

مشق Exercise

اَيْنَ	بَيْتِ	اَتَيْنَا	حَيْثُ	خَيْرٌ	بِدَيْنِ
قَرِيشٍ	زَيْتُونٍ	شَيْئٍ	صَيْفٍ	صَيْفٍ	
طَيْرًا	عَيْنٌ	غَيْرٌ	كَيْدًا	يَلِيَّتٌ	مَيْتًا
وَيْلٌ	بَنِينًا	صَبِيحٌ	رَيْبٌ	لَيْسَ	
هَدَيْنَا	هَيْهَاتَ	عَيْنَيْنِ	بَيْنَهُمَا		

سبق ١٧ Lesson 17

أَنْ	إِذَا	أَمْ	إِنْ	بَلْ	تُبْ	خُدْ	دَعْ
ذُقْ	ذُرِّي	نِرْدِي	سَلْ	فَصُرْ	عَنْ	عَدُ	
وَعِظْ	قَدْ	قُلْ	قُمْ	كَمْ	لَكُمْ	كُنْ	كُلْ
لَمْ	لَنْ	مَنْ	مَنْ	هَبْ	لِي	فَهَلْ	لَهُمْ

مشق Exercise

إِدْفَعْ	إِذْهَبْ	أَنْزِلْ	أْمْهَلْ	أَلْقَتْ
أَنْتُمْ	أْمْسِكْ	إِصْبِرْ	أُرْكَضْ	أَحْسِنْ
يَغْفِرْ	نَسْمَعْ	زَلْتُمْ	قُلْتُمْ	
يُعْظِمُ	أَقْتُلْ	يُدْخِلْكُمْ		
نَقُصُّ	لَكُنْتُمْ	طَبْتُمْ		

سبق ١٦ Lesson 16

إِي	بِي	تِي	ثِي	جِي	حِي	خِي	دِي
ذِي	رِي	زِي	سِي	شِي	صِي	ضِي	طِي
ظِي	عِي	غِي	فِي	قِي	كِي	لِي	مِي
نِي	وِي	هِي	ءِي	يِي			

مشق Exercise

إِيْتُونِي	مُبِينٌ	يَتِيمًا	كَثِيرًا	مَجِيدٌ
مُحِيطٌ	أَخِيهِ	نَذِيرٌ	كَرِيمٌ	تَجَزِيٌّ
يَسِيرًا	يَمْشِي	بَصِيرًا	لَطِيفٌ	عَظِيمٌ
عَيْنٌ	وَعَيْضٌ	وَقِيلٌ	أَكِيدُ	عَلِيمٌ
مِيقَاتًا	بَنِيهِ	أَوْيٌ	شَهِيدٌ	لِبَثِينٌ

قَوْمِي أَيَدِي رُوحِي دِيْنِي كَيْدِي صَيْفِي

تَدْعُو يَرْجُو تَتَلُو نَبَلُوْكُمْ يَعْفُو

أَنْتَ لَسْتَ بَطْشٌ بَعْدُ نَحْنُ

أَخْرَجَ أَرْسَلَ نَعْبُدُ أَلْهَمَ رَفَعْنَا

يَجْسِبُ يُوَسْوِسُ أَغْطِشُ فَرَعْتَ

الْحَمْدُ الْنِعْمَتُ أَعْطَيْتَكَ أَنْزَلْنَاهُ

يَشْهَدُ تَرْهَقُ تَعْرِفُ أَقْسِمُ يَشْرَبُ

نُصِبْتُ سَطَحْتُ أَثْرَنْ وَسَطَنْ بِإِذْنِ

سَيَعْلَمُونَ يَسْتَوْفُونَ يَنْظُرُونَ

أَجْرٌ حَبْلٌ فَضْلٌ عَدْنٌ خُسْرٌ

مَسْغَبَةٌ مَثْرَبَةٌ مَقْرَبَةٌ تَضْلِيلٌ

صِدْقٌ تَقْوِيمٌ تَكْذِيبٌ مَرْفُوعَةٌ

مَشْهُودٌ مَجْنُونٌ قَدْحًا صُبْحًا تَقَعَا

أَلْبَابًا أَشْتَاتًا أَعْنَابًا أَثْرَابًا أَفْوَاجًا

سبق ١٨ Lesson 18

عَلَى إِلَى أَوَى فَهَدَى أَعْنَى

يَجِيئِي تَرْضَى مِائَةٌ وَأَنَا مِنَ الْأُولَى

رَضُوا امْكُوا مَا الْقَارِعَةُ بِالْغَيْبِ

Note: In lesson 18 explain the letters that should not be read/pronounced.

سبق ٢٠ Lesson 20

رَبُّ ب = رَبِّ اِنْ ن = اِنَّ شُمَّ = شُمَّ

عَمَّ شُمَّ مِنْ مَدَّ قَدَّ حَجَّ اَنَّ

تَبَّ ظَنَّ صَبَّ مَمَّ اَيَّ شَرَّ صَلَّى

حُبَّ جَمَّ دَكَّ شَقَّ صَفَّ حَقَّ حَدَّ

أُمَّ كَلَّ رَبَّ غَمَّ غَدَّ ظَلَّ ضَرَّ

سبق ٢١ Lesson 21

أَلَّا بَلَّا كَلَّا إِلَّا إِيَّاكَ مِنَّا إِنَّا

أَنِّي حَتَّى عَنِّي مِنِّي إِنِّي رَبِّي أَنِّي

لَشَيْئِي صَلَّى جَلَّهَا زَكَّهَا أَنَا سَيِّ

اللَّهُ رَبَّنَا فَلَمَّا إِسْمًا أَيُّهَا يُقَدِّرُ

أَوْلِيكَ هُوَ لَآءٍ فَانْصَبْ وَانْحَرْ أَنَا

بَشْرٌ طَوَّى هُدَى صَلَوَةٌ زَكْوَةٌ

مُؤَصَّدَةٌ شَأْنٌ يَأْمُرْكُمْ يَوْمِنُ

تُوشِرُونَ تَأْكُلُونَ يُؤْتُونَ

سبق ١٩ Lesson 19

يَأْتِكُمْ وَأُمْرٌ تَأْتِيهِمْ مَاوَاهُمْ كَأَسَا

يَابٌ نَاتٍ قَرَاتٍ بَأْسٍ مَأْكُولٍ

فَخَذُوهُ وَمَا نَهَكُمُ عَنْهُ فَانْتَهُوا

وَإِذْ قَالَ إِبْرَاهِيمُ لِأَبِيهِ انرِرْ

Note: Explain how the Hamza with a Jazam on top should be read. The Alif wich has a Jazam on top is known as a Hamza and should be read with a slight twitch.

كَرَّةٌ قِيَمَةٌ عَشِيَّةٌ عَلِيْنٌ

سبق ٢٢ Lesson 22

	ـ	ـ		
بَا	بُو	بِي	بَا	بُو
سَا	سُو	سِي	سَا	سُو
بَاءٌ	جَاءٌ	سَاءٌ	شَاءٌ	مَاءٌهَا سُوءٌ
عَطَاءٌ	عُتَاءٌ	نِسَاءٌ	أَدَاءٌ	سَوَاءٌ جَزَاءٌ
بَلَاءٌ	دِمَاءٌكُمْ	حُنْفَاءٌ	وَرَاءَهُ	أَوْلِيَاءٌ
رَجِيءٌ	سِيءٌ	بِضِيءٌ	بِرِيءٌ	خَطِيءَةٌ

Note: With examples explain how the letters with & without a Madd should be read-the letters with a Madd are stretched longer.

مشق Exercise

صَدَقَ	قَدَّرَ	كَذَّبَ	وَدَّعَكَ	عَلَّمَ
حَصَدَ	مَلَّتْ	ثُوبَ	ثَبَّتْ	هَمَّتْ
إِنَّمَا	كُنَّا	إِنَّهَا	لَعَدَّ	فِيهِنَّ
تَقَبَّلْتُ	كَذَّبْتُ	زُوجَتُ	عُطِلْتُ	
يَمْدُ	يَدْعُ	يُظُنُّ	يَحْضُ	يَفِرُّ
يُكَذِّبُ	تُحَدِّثُ	نُيَسِّرُ	نُقَدِّسُ	
يُجْتَنِّصُ	يُبَيِّنُ	مُنَّمٌ	بَانْتَهُمُ	مُصَلِّينَ
مُتَّقِينَ	مُنْفَكِّينَ	خَفَّتْ	مُدَّتْ	حُقَّتْ
تَخَلَّتْ	وَالنَّاسِ	خَنَاسِ	جَنَّةِ	قُوَّةِ

مَلِئِكُهُ يَأْدُمُ كِبَائِرَ لِأِلَهِهِ إِلَّا أَنْتَ

جَاءُوكَ الْآءِ أَلُنَّ بَاءُ وَا

سبق ٢٣ Lesson 23

مَآلاً حَاجَكَ دَابَّةٍ رَادُّكَ خَاصَّةً

كَافَةً بِضَارِهِمْ تَحْضُونَ جَانُّ

أَمِينِ ظَالِمِينَ ضَالِّينَ اللَّهُ

سبق ٢٤ Lesson 24

عَمَّ عَمَّا فِيمَ فِيمَا مِمَّ مِمَّا

كَانَ كَانَا إِنَّ إِنَّا ظَنَّ ظَنَّا

Note: It should be emphasised that the Alif at the end of the word should be clearly pronounced.

تَابَا قَالَا كَلَا لِيَكُونَا فِقُولَا رَسُولَا

إِذْهَبَا سِئْتُمَا فَلَاتَقْرَبَا أَطَاعُونَا

سبق ٢٥ Lesson 25

رَسُولٌ مِّنَ اللَّهِ كِتَابٌ مُّبِينٌ خَيْرٌ مِّنْهُ

بِحِجَارَةٍ مِّنْ سِجِّيلٍ لَّوْحٌ مَّحْفُوظٌ

صُحُفًا مُّطَهَّرَةً وَقُولُوا لَهُمْ قَوْلًا

مَعْرُوفًا مَتَاعًا لَّكُمْ خَيْرٌ لِّأَنْفُسِهِمْ

جَنَّتْ لَهُمْ زَبَدًا رَّابِيًا غَفُورٌ رَّحِيمٌ

عِيشَةٍ رَّاضِيَةٍ

لَا إِلَهَ إِلَّا اللَّهُ مُحَمَّدٌ رَسُولُ اللَّهِ

سبق ٢٦ Lesson 26

مِنْ مَّاءٍ مِنْ مِّثْلِهِ وَإِنْ مِنْ شَيْءٍ

مِنْ لَدُنْهُ لَمْ يَكُنْ لَهُ أَنْ لَمْ يَرَهُ

مِنْ رَبِّكَ مَنْ رَحِمَ أَنْ سَرَاهُ قُلْ

رَبِّ زِدْنِي عِلْمًا بَلْ رَفَعَ عَابِدُ

مَا عَبَدْتُمْ وَجَدْتُمْ وَعَدْتَهُمْ

وَإِنْ عُدْتُمْ كِدْتُمْ وَارْكَبْ مَعَنَا

سبق ٢٧ Lesson 27

حَبًّا وَنَبَاتًا وَلِبَيًّا وَلَا نَصِيرًا إِيْمَانًا

وَقَالُوا إِلَهُ وَاحِدٌ مَالٌ وَلَا بَنُونَ

يَوْمَئِذٍ وَأَجِفَّةٌ أَفَمَنْ وَعَدْنَا شَرًّا يَرَهُ

خَيْرًا يَرَهُ وَيَلُومَ يَوْمَئِذٍ يَوْمَئِذٍ يَصُدُّ

النَّاسُ دَافِقٍ يَخْرُجُ أَنْ يَشَاءَ فَمَنْ

يَعْمَلُ إِنْ يَنْصُرْكُمْ وَإِنْ يُرِيدُوا

سبق ٢٨ Lesson 28

مِنْ بَعْدِ بِالْجَنِّ لِيُتَبَذَّنَا ذَنْبٍ

أَنْبِيَاءَ مَنْ بَخِلَ مِنْ بَيْنِ أُنْبَتْنَا

لَنْسُفَعًا بِالنَّاصِيَةِ خَيْرٌ بِمَا تَعْمَلُونَ

أَبَدًا بِمَا عَلِيمٌ بِهِ سَوَاءٌ بَيْنَنَا

قَدِيرٌ الَّذِي لُمَزَّةٌ الَّذِي نُوحٌ ابْنُهُ

خَيْرٌ الْوَصِيَّةِ شَيْئًا إِنْ خَذَهَا

أَعُوذُ بِاللَّهِ مِنَ الشَّيْطَانِ الرَّجِيمِ

قُلْ هُوَ اللَّهُ أَحَدٌ ۝ مِنْ خَوْفٍ ۝ وَجَدْتِ

الْفَأْفَأَ ۝ إِذَا حَسَدَ ۝ لِمَا يُرِيدُ ۝ بِأَصْحَابِ

الْفِيلِ ۝ أَبِي لَهَبٍ وَتَبَّ ۝ لِمَنْ خَشِيَ رَبَّهُ ۝

لِتَعْجَلَ بِهِ ۝ إِنَّهُ كَانَ تَوَّابًا ۝ وَشَاهِدًا

مَشْهُودٍ ۝ مِنْهُمْ تُقْنَةُ ۝ ذُرِّيَّةٌ طَيِّبَةٌ ۝

Note: It should be explained to the children the way in which one should stop at the end of the word & the sounding of the last letter.

أَصْحَابِ الْقُرْيَةِ ۝ سَمِعَ سَمَوَاتٍ مَا الْعُقْبَةُ ۝

فَأَسْتَبِقُوا الْخَيْرَاتِ ۝ وَيُرِي الصَّدَقَاتِ ۝

بِالْوَادِ الْمُقَدَّسِ طُوًى ۝ يَتَّبِعَهَا أَذًى ۝

وَنِسَاءً ۝ لَيْسُوا سَوَاءً ۝ أَخَاهُمْ صَالِحًا ۝

نَارُ حَامِيَةٍ ۝ كُتِبَ قِيمَةً ۝ إِلَّا هُوَ ۝

أَعْمَالَهُمْ ۝ أَوْحَىٰ لَهَا ۝ مَنْ دَسَّهَا ۝

إِذَا صَلَّى ۝ لَشَيْءٍ ۝ جَنَّتِي ۝ إِذَا أَلْسِرَ ۝

وَلَوْ أَصَوْا بِالصَّبْرِ ۝ حَتَّىٰ مَطْلَعِ الْفَجْرِ ۝

أَبَابِيلَ ۝ تَرْمِيهِمْ ۝ افْوَاجًا ۝ فَسَبِّحْ ۝

وَالْفَجْرِ ۝ وَلِيَالٍ ۝ يَوْمَئِذٍ وَاجِفَةٌ ۝

KALIMAH

پہلا کلمہ

First Kalimah

لَا إِلَهَ إِلَّا اللَّهُ مُحَمَّدٌ رَّسُولُ اللَّهِ

Laa-ilaaha-il-lal-laahu muhammadur rasoo-lul-laah.

(There is none worthy of worship besides Allah and Muhammad ﷺ is the messenger of Allah.

دوسرا کلمہ

Second Kalimah

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَأَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

Ash-hadu al-la-ilaaha il-lal-laahu wa ash-hadu an-na muham-madan 'abdu-hoo wa rasooluh.

I give witness that there is no god but Allah and I give witness that Muhammad ﷺ is His slave and His Prophet.

تیسرا کلمہ

Third Kalimah

سُبْحَانَ اللَّهِ وَالْحَمْدُ لِلَّهِ وَلَا إِلَهَ إِلَّا اللَّهُ وَاللَّهُ أَكْبَرُ وَلَا حَوْلَ وَلَا قُوَّةَ إِلَّا بِاللَّهِ الْعَلِيِّ الْعَظِيمِ.

Sub-haa-nal-laahi wal-ham-du-lil-laahi wa laa ilaaha il-lal-laahu wal laahu akbar wa-la haw-la wa laa quw-wa-ta il-laa bil-laahil'aliy-yil' azeem.

Glory be to Allah and all praise be to Allah and there is none worthy of worship besides Allah And Allah is the greatest and there is no power and might except from Allah. The most high-The great.

أَبْصَارُهَا خَاشِعَةٌ كَيْدًا ۖ وَآكِيدٌ -

فِي الْعُقَدِ ۖ وَالسَّيِّئِينَ ۖ مَا الطَّارِقُ ۖ

النَّجْمُ الثَّاقِبُ ۖ أَمْرٌ ۖ سَلْمٌ ۖ

وَسَلَامٌ عَلَى الْمُرْسَلِينَ ۖ

وَالْحَمْدُ لِلَّهِ رَبِّ الْعَالَمِينَ ۖ

تَمَّتْ

الْمِ الْمَصَّ الرِّ الْمَزَّ كَهَيْعَصَ

ظُهُ طَسَمَ طَسَ يَسَ صَ حَمَ

حَمَ عَسَقَ قَ نَ

Note: It is a virtue to memorise the Huroof-e-mu-qat-taat,

ایمان مجمل

Imaan-e-mujmal

أَمَنْتُ بِاللَّهِ كَمَا هُوَ بِأَسْمَائِهِ وَصِفَاتِهِ وَقَبِلْتُ جَمِيعَ أَحْكَامِهِ إِقْرَارًا
بِاللِّسَانِ وَتَصْدِيقًا بِالْقَلْبِ.

Aamantu billahi kama huwa bi-asma ihi wa-sifatihi wa-qabiltu jamia ahkamih iqrarun bil-lisani wa tasdiqum bilqalbi.

I believe in Allah as He is with all His names and attributes and I have accepted all His orders.

ایمان مفصل

Imaan-e-mufassal

أَمَنْتُ بِاللَّهِ وَمَلَائِكَتِهِ وَكُتُبِهِ وَرُسُلِهِ وَالْيَوْمِ الْآخِرِ وَالْقَدْرِ خَيْرِهِ
وَشَرِّهِ مِنَ اللَّهِ تَعَالَى وَالْبَعْثِ بَعْدَ الْمَوْتِ.

Aamantu billahi wa mlaikatihi wa kutubihi wa rusulih wal-yaumil aakhiri wal-qadri khairihi wa sharrihi minal-la hi ta'ala wal-b'asi bada-mauti.

I believe in Allah and His Angels, and His Books, and His Messengers, and in the Last Day (Day of Judgment) and in Fate that good and bad is from Allah and the life after death.

چوتھا کلمہ

Fourth Kalimah

لَا إِلَهَ إِلَّا اللَّهُ وَحْدَهُ لَا شَرِيكَ لَهُ لَهُ الْمُلْكُ وَلَهُ الْحَمْدُ يُحْيِي وَيُمِيتُ
بِيَدِهِ الْخَيْرُ وَهُوَ عَلَى كُلِّ شَيْءٍ قَدِيرٌ.

Laa ilaaha il-lal-laahu wah-da-hoo laa sha-ree-ka la-hoo la-hul mulku wa la-hul hamdu yuh-ye wa yumee-tu bi-yadihil khairu wa hu-wa'a-laa kul-li shay-in qadeer.

"There is none worthy of worship besides Allah, He is one/alone He has no partner For Him is the kingdom and for Him is all praise. He gives life and causes death. In His hand is all good. And He has power over everything."

ایمان مجمل

Fifth Kalimah

اللَّهُمَّ إِنِّي أَعُوذُ بِكَ مِنْ أَنْ أَشْرِكَ بِكَ شَيْئًا وَأَنَا أَعْلَمُ بِهِ وَأَسْتَغْفِرُكَ لِمَا
لَا أَعْلَمُ بِهِ تَبْتُ عَنْهُ وَتَبَرَّأْتُ مِنَ الْكُفْرِ وَالشِّرْكِ وَالْكَذِبِ وَالْمَعَاصِي
كُلِّهَا أَسْلَمْتُ وَأَمَنْتُ وَأَقُولُ لَا إِلَهَ إِلَّا اللَّهُ مُحَمَّدٌ رَسُولُ اللَّهِ.

Al-laa-hum-ma in-nee a-'oozu bi-ka min an ush-rika bika shay-aw-wa ana a'lamu bi-hee was-tagh-fi-ru-ka limaa-laa a'lamu bihee tub-tu 'an-hu wa ta-bar-ra'-tu minal kufri wash-shirki wal-kizbi wal ma-'aa-see kul-li-haa aslam-tu wa aa-man-tu wa a-qoolu laa ilaaha il-lal-laahu muhammadur-rasoolul-laah.

O Allah! I seek protection in You from that I should join any partner with You knowingly I seek Your forgiveness from that which I do not know. I repent from it (Ignorance) and I free myself from disbelief and joining partners with You and from falsehood and from all sins. I submit to Your will and I believe and I declare: There is none worthy of worship besides Allah and Muhammad] (Sallallahu-Alaihi-Wa-Sallam) is Allah's Messenger.

سجده

Sajdah

Tasbeeh for Sajdah

سُبْحَانَ رَبِّيَ الْأَعْلَى

(subhana ribbiyal a'ala)

(All Glory be to my Lord, the Highest of all.)

التحيات

At-tahiyat

التَّحِيَّاتُ لِلَّهِ وَالصَّلَوَاتُ وَالطَّيِّبَاتُ السَّلَامُ عَلَيْكَ أَيُّهَا النَّبِيُّ وَرَحْمَةُ
اللَّهِ وَبَرَكَاتُهُ السَّلَامُ عَلَيْنَا وَعَلَى عِبَادِ اللَّهِ الصَّالِحِينَ ○ أَشْهَدُ أَنْ لَا
إِلَهَ إِلَّا اللَّهُ وَأَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ ○

At-tahiyatu lillahi was-salawatu wat-taiyibatu as salamu
'alaika aiyohan-nabio wa rahmatul-lahi wa barakatuhu as-
salamu alina wa'ala ibadillahis-salihin, ashhadual-lailaha
illallahu wa ashhadu anna muhammadan abduhu
warasuluhu.

(All reverence, all worship, all sanctity are due to Allah Peace be
upon you O Prophet! And the Mercy of Allah and His Blessings.
Peace be upon us and all the righteous servants of Allah. I bear
witness that none is worthy of worship besides Allah and
Muhammad ﷺ is His devotee and Messenger.

دروود شريف

Durood shareef

اللَّهُمَّ صَلِّ عَلَى مُحَمَّدٍ وَعَلَى آلِ مُحَمَّدٍ كَمَا صَلَّيْتَ عَلَى إِبْرَاهِيمَ وَعَلَى
آلِ إِبْرَاهِيمَ إِنَّكَ حَمِيدٌ مَجِيدٌ.

Allahumma salli'ala muhammadin wa'ala aali muhammadin kama
sllaita'ala ibrahima wa'ala aali ibrahima innaka hamidum majid.

TASBIHAT-I-SALAAT

ثناء

سُبْحَانَكَ اللَّهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ اسْمُكَ وَتَعَالَى جَدُّكَ وَلَا إِلَهَ غَيْرُكَ.

Subhanak allahumma wa bihamdika wa tabarakasmuka wa
ta'ala jadduka wa lailaha ghairuka.

All Glory be to you O Allah! and praise be to you; Blessed is Your
name and Exalted is your Majesty, and there is none worthy of
worship besides You.

ركوع

(Tasbeeh for Ruku)

سُبْحَانَ رَبِّيَ الْعَظِيمِ ط

(subhana rabbiyal azīme)

(How Glorious is my Lord the Great!)

تسميع

Tasbeeh for Tasmee

سَمِعَ اللَّهُ لِمَنْ حَمِدَهُ ط

(sami-allahu liman hamidah)

(Allah has listened to him who has praised Him.)

تحميد

Tasbeeh for Tahmeed

رَبَّنَا لَكَ الْحَمْدُ ط

(Rab-ba-naa la-kal hamd.)

(O Our Lord! Praise be to You.)

سَلَام

Salam

Tasbeeh for Salam

السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ

(as-salamu alaikum wa rahmatullah)

(Peace be upon you and the Mercy of Allah)

دُعَاءُ قُنُوتٍ

Du'aa-e-Qunoot

اللَّهُمَّ إِنَّا نَسْتَعِينُكَ وَنَسْتَغْفِرُكَ وَنُؤْمِنُ بِكَ وَنَتَوَكَّلُ عَلَيْكَ وَنُثْنِي
عَلَيْكَ الْخَيْرَ وَنَشْكُرُكَ وَلَا نَكْفُرُكَ وَنَخْلَعُ وَنَتْرُكُ مَنْ يَفْجُرُكَ اللَّهُمَّ
إِيَّاكَ نَعْبُدُ وَلَكَ نُصَلِّي وَنَسْجُدُ وَإِلَيْكَ نَسْعَى وَنَحْفِدُ وَنَرْجُوا
رَحْمَتَكَ وَنَخْشَى عَذَابَكَ إِنَّ عَذَابَكَ بِالْكَافِرِ مُلْحِقٌ.

Allahumma inna nasta'ghfiruka wanuminu bika
wanata wakkalu alaika wa nusni alaikalkhairu wa nashkuruka
wala nakfruka wa nakhlau wa natruku main-yafjuruka
allahumma iyyaka na'budu walaka wa-nusalli wa-nasjudu
wa-ilaika nas'a wa-nahfidu wa narju rahmataka wa nakhsah
'azabaka inna 'azabaka bil-kuffari mulhiq.

(O Allah! We beseech Your help and we ask Your pardon and we believe in You, and we put our trust in You and we praise You in the best manner and we thank You and we are not ungrateful to You and we cast off and leave one who disobeys You. O Allah! You alone we serve and to You do we pray and we prostrate and to You do we flee and we are quick and we hope for Your mercy and we fear Your punishment. No doubt Your punishment overtakes the unbelievers.

(O Allah! Shower Your mercy upon Muhammad ﷺ and the followers of Muhammad ﷺ as You showered Your mercy upon Ebraheem ؑ and the followers of Ebraheem ؑ Verily, You are praiseworthy, glorious.

اللَّهُمَّ بَارِكْ عَلَى مُحَمَّدٍ وَعَلَى آلِ مُحَمَّدٍ كَمَا بَارَكْتَ عَلَى إِبْرَاهِيمَ
وَعَلَى آلِ إِبْرَاهِيمَ إِنَّكَ حَمِيدٌ مَجِيدٌ.

Allahumma barik 'ala muhammadin waala aali muhammadin.
Kama barakta ala ibrahima wa'ala aali ibrahima innaka
hamidum majid.

(O Allah! Shower Your blessings upon Muhammad ﷺ and the followers Muhammad ﷺ, as You showered Your blessings upon Ebraheem ؑ and the followers of Ebraheem ؑ Verily, You are praiseworthy, glorious.

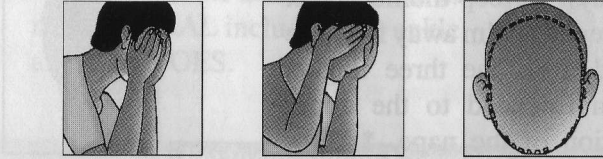
THE DU'AA AFTER DUROOD

اللَّهُمَّ إِنِّي ظَلَمْتُ نَفْسِي ظُلْمًا كَثِيرًا وَلَا يَغْفِرُ الذُّنُوبَ إِلَّا أَنْتَ فَاعْفِرْ لِي مَغْفِرَةً
مِنْ عِنْدِكَ وَارْحَمْنِي إِنَّكَ أَنْتَ الْغَفُورُ الرَّحِيمُ

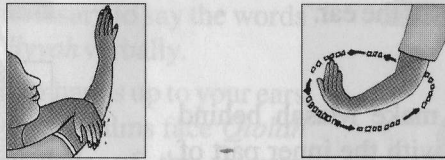
Allahumma inni zalamtu nafsi zulman kathiran wa la
yaghfiruz-zunuba illa anta faghfirli maghfiratan min indika
warhamni innaka antal ghafurur rahim.

(“O Allah! I have been extremely unjust to myself and none grants Forgiveness against sins but You; therefore, forgive me, with Forgiveness that comes from You, and have Mercy upon me. Verily You are the Forgiving, the Merciful.”)

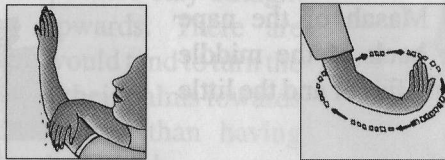
6. Then wash your **FACE THREE** times. Wash from the hairy part of the forehead to below the chin and from one ear lobe to the other.



7. Then make **KHILAL** of the **BEARD**.
8. Thereafter wash the **RIGHT HAND INCLUDING** the **ELBOW THREE** times.



9. Then wash the **LEFT HAND INCLUDING** the **ELBOWS** thrice.



10. Then make **KHILAL** of the **FINGERS**.



11. Thereafter with the hands and pass them over the head, ears and nape. This must be done once only, It is known as **MASAH**.

The Procedure of Making Wudhu

1. To wash one's hands, face and feet, etc. before performing **NAMAAZ** is called **WUDHU** or **ABLUTION**. No Namaaz is accepted without Wudhu.
2. One should sit on a high, and clean place to perform Wudhu. Face the direction of the Holy **K'A'BA Sharif** if possible.

Do'aa Before Commencing Wudhu

بِسْمِ اللَّهِ وَالْحَمْدُ لِلَّهِ

3. Using **TAHIR** (clean) water **FIRST** wash **BOTH** the **HANDS** upto the **WRISTS THREE** times.

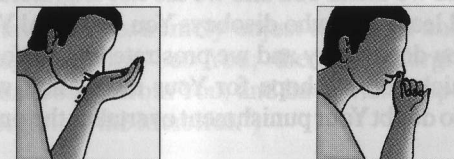


4. Use a **MISWAAK** for cleaning the teeth and then **GARGLE** the mouth **THREE** times.

* It is **SUNNAT** to make **MISWAAK** during **WUDHU**

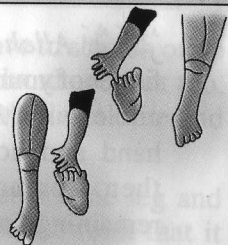


5. Thereafter take water upto the **NOSTRILS THREE** times with the **RIGHT** hand and clean the nose with the **LEFT** hand.



* First wash the **RIGHT FOOT** then make **KHILAL** including the ankle and of the **TOES**.

* Then wash the **LEFT FOOT** then make **KHILAL** including the ankle and of the **TOES**.



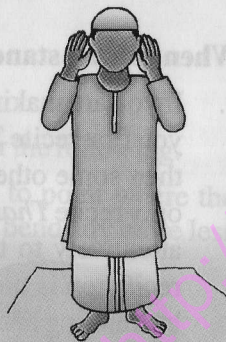
Perform Salaat Correctly

When you begin the Salaat:

1. Make *niyyah* or intention in your heart to the effect that you are offering such and such *Salaat*. It is not necessary to say the words or the *Niyyah* verbally.



2. Raise your hands up to your ears in a way that palms face *Qiblah* and the ends of the thumbs either touch the lobes of the ears or come parallel to them. The rest of the fingers stay straight pointing upwards. There are some who would tend to turn the direction of their palms towards their ears rather than having them face the *Qiblah*.



There are some others who almost cover their ears with their hands.

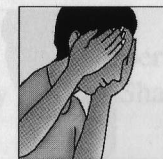
There are still others who would make a faint symbolic gesture without raising their hands fully up to the ears.

Some others grip the lobes of their ears with their hands.

All these practices are incorrect and contrary to sunnah. These should be abandoned.

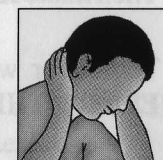
3. While raising your hands in the manner stated above, say:

MASAH [wet the hands & fingers] * Keep **THREE** fingers of each hand together (middle finger, ring finger and little finger). * Keep thumb and index finger raised (away). * Keep thumb, index finger and palm away from the head. Pass the three fingers from forehead to the upper portion of the nape. * Then place the palm on the sides of the head and bring forward to forehead.



Figur 1

* Then insert the front portion of the index finger into the openings of the ear.



Figur 2

* Then make Masah behind the ears with the inner part of the thumb.



Figur 3

* Make Masah of the nape with the back of the middle finger, ring finger and the little finger.



Figur 4

12. Then wash **BOTH** the **FEET INCLUDING** the **ANKLES** **THREE** times. First the **RIGHT** and then the **LEFT** foot.



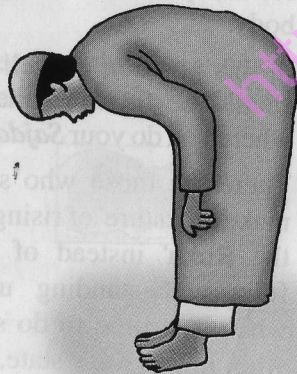
In peace the more, the better. If you have to scratch or do something else like that, use only one hand and that too, under very serious compulsion using the least time and effort.

4. Transferring the weight of the body on to one leg and leaving the other weightlessly loose to the limit that it shows a certain bend is against the etiquette of *Salaat*. Abstain from it. Either you transfer your body weight equally on both legs or if you must channel your body weight on one leg, you have to do it in a way that the other leg shows on bend or curve.
5. If you feel like yawning, try your best to stop it.
6. When standing for *Salaat*, Keep your eyes looking at the spot where you make your *Sajdah*. Abstain from looking to your right and left, or front.

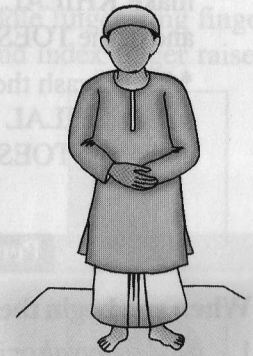
When in Ruku:

When you bend for *Ruku'* watch out for the following.

1. Bend the upper part of your body up to point where the neck and back nearly level up. Do not bend any more less than that.
2. While in *Ruku'* do not bend the neck to the limit that the chin starts touching the chest, nor raise it so high that the neck goes higher than the waist level. Instead, the neck and the waist should be in one level.



الله أكبر *Allah-akbar*. Then using the thumb and the little finger of your right hand, make a circle round the wrist of your left hand and hold it. You should then spread out the three remaining fingers of your. Right hand on the neck of your left hand so that these fingers face the elbow.



4. Placing both hands slightly below the navel, fold them as explained above.

When you are standing:

1. If you are making your *Salaat* alone, or leading it as Imam you first recite *Thana'*: سُبْحَانَكَ اللَّهُمَّ then *Surah al-Fatihah*, then some other *Surah*. If you are behind an Imam, you only recite *Thana'*: سُبْحَانَكَ اللَّهُمَّ and then stand silent listening attentively to the recitation of the Imam. If the Imam's recitation is not loud enough for you to hear, you should be thinking of *Surah al-Fatihah* using your heart and mind without moving your tongue.
2. When you are reciting yourself, it is better that you, while reciting *Surah al-Fatihah*, stop at every verse and break your breath. Recite the next verse in a single breath. For example, break your breath at الْحَمْدُ لِلَّهِ رَبِّ الْعَالَمِينَ then on الرَّحْمَنِ الرَّحِيمِ then on مَالِكِ يَوْمِ الدِّينِ. Recite the whole *Surah al-Fatihah* in this manner. But, there is no harm if, during recitation that follows, more than one verse has been recited in a single breath.
3. Do not move any part of your without the need.

them it becomes obligatory that they make their Salaat all over again. Therefore, abstain from it very firmly. Unless you make sure about position, do not go for Sajdah.

When bowing down for Sajdah:

Remember the following method when bowing down for Sajdah:

1. Bending the knees first of all, take them towards the prayer floor in a way that the chest does not lean forward. When the knees have already been rested on the floor, the chest should then be lowered down.
2. Until such time that the knees have come to rest against the floor, abstain, as far as possible, from bending or lowering the upper part of the body.

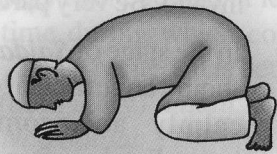
These days negligence in observing this particular rule of etiquette while getting ready to go for Sajdah has become very common. Many people would lower down their chest right from the start and go on to do their Sajdah. But, the correct method is what has been stated in # 1 and # 2. above. Unless it be for a valid reason, this method should not be by passed.

3. After having rested your knees on the floor, place your hands first, then the tip of the nose, then the forehead.



In Sajdah:

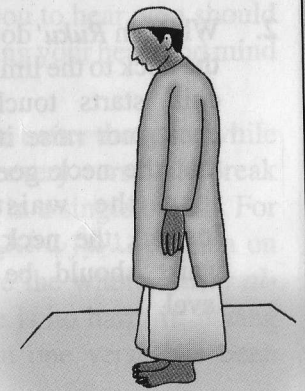
1. While in Sajdah, keep your head in between your two hands in a way that the ends of the two thumbs come parallel to the ear-lobes.



3. In *Ruku*; keep feet straight. Do not place them with an outward or inward slant.
4. Place both hands on your knees in a way that fingers on both hands stay open. In other words, there should be space between every two fingers when you thus go on to hold the right knee with your right hand and left knee with your left hand.
5. In the state of *Ruku*, wrists and arms should remain stretched straight. They should not bend, curve or sag.
6. Stay in *Ruku'* at least for a time during which **سُبْحَانَ رَبِّيَ الْعَظِيمِ** could be said three times calmly and comfortably.
7. Stay in *Ruku'* the eyes should be looking towards the feet.
8. Body weight should be evenly distributed on both feet and both knees should be parallel to each other.

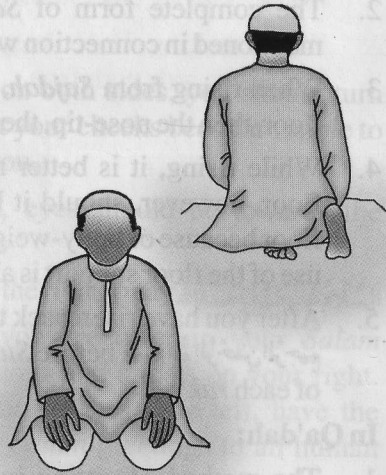
Returning to the standing position from Ruku:

1. While returning from *Ruku*, back to the standing position, see that you stand straight leaving no sag or droop in the body.
2. In this position as well, eyes should be fixed on the spot where you do your *Sajdah*.
3. There are those who simply make a 'gesture' of rising from the *Ruku'* instead of rising fully and standing upright when it is time to do so and who, in that very state, when their body is still bent downwards, go on their *Sajdah*- for



In between the two Sajdahs:

1. Rising from the first *Sajdah*, sit up straight, on the hams, calmly and comfortably. Then go for the second *Sajdah*. Doing the second *Sajdah* after raising the head just a little bit and without becoming straight is a sin. If one does it like that, it becomes obligatory that the *Salaat* be made all over again.
2. Spread out the left foot (like the blade of a hockey stick) and sit on it. Let the right foot stand vertically with fingers turned to wards the *Qiblah*. Some people let both feet remain in up right position and sit on the heels. This method is not correct.
3. While sitting, both hands should be placed on the thighs but fingers should not taper down onto the knees, instead, the far ends of the finger tips should reach only as far as the beginning edge of the knee.
4. While sitting, let your eyes be on the lap.
5. Sit for a time during which **سُبْحَانَ اللَّهِ** could be said at least once and if you can sit for a time during which could **اللَّهُمَّ اغْفِرْ لِي وَارْحَمْنِي وَاهْدِنِي وَعَافِنِي وَارْزُقْنِي** be recited, it is better. But, reciting this during *Fard* (obligatory) *Salaat* is not necessary. It is better to do so in *Nafl Salaat*.



2. In *Sajdah*, fingers on both hands should remain close together, that is, the fingers should be adjacent to each other leaving no space in between them.
3. The direction of the fingers should be towards the *Qiblah*.
4. The elbows should stay raised off the floor. It is not correct to rest the elbows on the floor.
5. Both arms should stay apart from armpits and sides. Never keep them tucked in.
6. Do not, at the same time, poke your elbows far out to your right and left causing discomfort to those making *Salah* next to you.
7. The thighs should not come in contact with the stomach-wall. The stomach and the thighs should stay apart.
8. During the entire *Sajdah*, the nose-tip should continue to rest on the floor.
9. Both feet should be placed upright on the floor with heels showing on top and all fingers turned flat on the floor in the direction of the *Qiblah*. Those who cannot turn all their fingers because of the physical formation of their feet, they will still do well to turn them as much as they can. It is not correct to place the fingers vertically on the floor just for no valid reason.
10. Be careful that your feet do not lift off the floor during *Sajdah*. Some people would do their *Sajdah* while none of the fingers on their feet come to rest on the floor even for a moment. This way the obligation on *Sajdah* is not liquidated at all, and as a result, the *Salaat* too becomes invalid. Be very particular in abstaining from this error.
11. In the stage of *Sajdah*, the least time you can give yourself should be sufficient enough to say **سُبْحَانَ رَبِّيَ الْأَعْلَى** three times, calmly and comfortably. Raising the forehead immediately after having rested it on the floor is prohibited.

4. However, lower the *shahâdah* finger while saying **أَلَا اللهُ** but retain, right through the end, the initial formation of the rest of the fingers you already had when making the pointing motion.

When turning for Salam:

1. When turning for *Salam* on both sides, you should turn your neck just enough that your cheeks become visible to the person sitting behind you.

2. When turning for *Salam*, eyes should be towards the shoulders.

3. When turning your neck to the right to say **السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللهِ**

Make an intention that you are offering your *Salam* greetings to all human beings and angels on your right. Similarly, while turning for *Salam* to the left, have the intention of offering your *Salam* greetings to all human beings and angels present on your left.

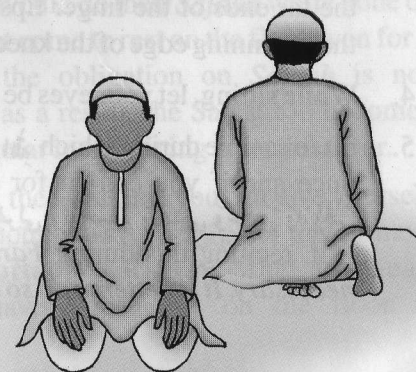


The second Sajdah and rising from it:

1. Go on to do your second *Sajdah* in the same manner by first placing both hands on the floor, then the nose-tip, then the forehead.
2. The complete form of *Sajdah* should be the same as mentioned in connection with the first *Sajdah*.
3. When rising from *Sajdah*, first raise the forehead off the floor, then the nose-tip, then the hands, and then the knees.
4. While rising, it is better not to lean for support off the floor, however, should it be difficult to get up from the floor because of body-weight, sickness of old age, making use of the floor support is also permissible.
5. After you have risen back to your standing position, recite **بِسْمِ اللهِ الرَّحْمَنِ الرَّحِيمِ** before *Surah al-Fatihah* in the beginning of each *rak'ah*.

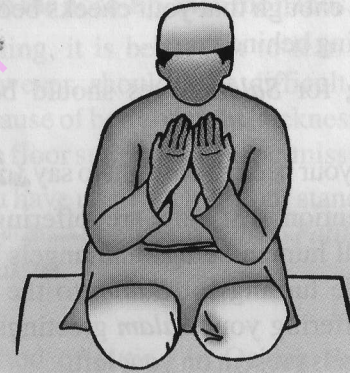
In Qa'dah:

1. The method of sitting in Qa'dah shall be the same as mentioned in connection with the method of sitting between *Sajdah*.
2. When you reach **أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللهُ** while reciting raise the *shahadah* finger (the fore-finger or the index finger) with a pointing motion and let it fall back.
3. The method of making a pointing motion is that you make a circle by joining your middle finger and the thumb, close the little finger and the ring-finger (the one next to it) then raise the *shahadah* finger in a way that it is tapered towards in the *Qiblah*. It should not be raised up straight in the direction of the sky.



The method of *Du'a*:

1. The method of *Du'a* is that both hands be raised high enough so that they come in front of the chest. Let there be some space between the two hands. Do not bring the hands close together nor keep them far apart.
2. When making *Du'a*, keep the inner side of the hands turned towards your face.



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